



THOMAS L. GARTHWAITE, M.D.
Director and Chief Medical Officer

FRED LEAF
Chief Operating Officer

COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES
313 N. Figueroa, Los Angeles, CA 90012
(213) 240-8101

BOARD OF SUPERVISORS

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November 20, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF GRANT AGREEMENT FROM THE LOS ANGELES BRANCH
OF THE AMERICAN MEDICAL WOMEN'S ASSOCIATION**
(All Districts) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve and instruct the Director of Health Services, or his designee, to accept the Grant Agreement Award, Exhibit I, from the Los Angeles Branch of the American Medical Women's Association, in the amount of \$25,000, to provide financial assistance to the Women's Health Mobile Van Program operated by the Department of Health Services' Office of Women's Health, for the period of October 1, 2003 through December 31, 2003, with a provision to extend the Grant Agreement Award an additional six months through June 30, 2004 to ensure maximum utilization of grant funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

Acceptance of the Grant Agreement Award (GAA) from the Los Angeles Branch of the American Medical Women's Association (LA-AMWA) in the amount of \$25,000 will provide additional financial assistance to the Mobile Van Program which provides health screening for cholesterol, diabetes, hypertension, pap testing, and gynecological and breast exams to low-income women.

FISCAL IMPACT/FINANCING:

The GAA from the LA-AMWA is in the amount of \$25,000 for the period of October 1, 2003 through December 31, 2003. Funding is included in the Fiscal Year 2003-04 adopted budget and there is no County cost associated with the acceptance of the GAA.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

In May 2002, the Department's OWH began the Mobile Van Program to provide the women of Los Angeles County with mobile health services that include screening for cholesterol, diabetes, hypertension, pap testing, and gynecological and breast exams, and mammograms, when possible. The Mobile Van Program seeks low-income women who are not receiving health screenings, identify who may need follow-up exams, and provides resources to obtain additional necessary medical services. The Mobile Van Program is primarily funded by The California Endowment Grant.

On September 19, 2003, the LA-AMWA granted an award in the amount of \$25,000 to provide financial assistance to the Mobile Van Program. The GAA requires that the LA-AMWA be clearly identified as a support organization on all published material relating to the subject matter of the award. Additional requirements of the award include reports of mobile health screening services and invoice of costs incurred for LA-AMWA events. The GAA allows for an additional six month extension through June 30, 2004 to ensure maximum utilization of funds.

The GAA does not impact the DHS System Redesign since funds come from the LA-AMWA.

County Counsel has reviewed and approved the GAA, Exhibit I, as to use.

Attachment A provides additional information.

CONTRACT PROCESS:

Advertisement on the Los Angeles County Online Web Site as a contracting opportunity is not appropriate.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

Approval of the recommended action will provide financial assistance to the Mobile Van Program and thereby enable a greater number of women in Los Angeles County to receive health screening services.

The Honorable Board of Supervisors
November 20, 2003
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When approved, this Department requires four signed copies of the Board's action.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Thomas L. Garthwaite".

Thomas L. Garthwaite, MD
Director and Chief Medical Officer

TLG:lvb

Attachments (2)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

BLTCD3071_LVB

SUMMARY OF GRANT AGREEMENT AWARD

Los Angeles Branch of the American Medical Women's Association

1. **TYPE OF SERVICE:**

The Women's Health Mobile Van Program provides health services that include screening for cholesterol, diabetes, hypertension, pap testing, gynecological and breast exams, and mammograms to low-income, underserved, multicultural women in Los Angeles County.

2. **AGENCY ADDRESS AND CONTACT PERSON:**

Violet Boodaghians, M.D.
Chair, Los Angeles-American Medical Women's Association (LA-AMWA)
Mobile Van Project
P.O. Box 16916
Beverly Hills, California 90209
Telephone: (310) 914-0126

3. **TERM:**

October 1, 2003 through December 31, 2003 with a provision to extend the Grant Agreement Award an additional six months through June 30, 2004.

4. **FINANCIAL INFORMATION:**

The Grant Agreement Award from the LA-AMWA is in the amount of \$25,000 and will provide financial assistance to the Women's Health Mobile Van Program, operated by the Department of Health Services' Office of Women's Health, for the period of October 1, 2003 through December 31, 2003 with a provision to extend the Grant Agreement Award an additional six months through June 30, 2004. Funding is included in the Fiscal Year 2003-04 adopted budget and there is no County cost associated with the acceptance of the Grant Agreement Award.

5. **GEOGRAPHIC AREA TO BE SERVED:**

All Districts.

6. **ACCOUNTABLE FOR MONITORING AND EVALUATION:**

Ellen Eidem, Acting Director, Office of Women's Health.

7. **APPROVALS:**

Public Health:	John F. Schunhoff, PhD., Chief of Operations
Contracts and Grants Division:	Riley Austin, Acting Chief
County Counsel (as to form):	Sharon Reichman, Senior Deputy County Counsel

Los Angeles Branch of the American Medical Women's Association
GRANT AGREEMENT

This is a Grant Agreement between the Los Angeles Branch of the American Medical Women's Association and County of Los Angeles – Department of Health Services.

1. Grantee: Grantee certifies that it is a tax exempt governmental unit.
2. Purpose of Award: Partial funding for Mobile Health Screening Services Project: To provide partial funding for services to low income, underserved, multi-cultural populations in Los Angeles County, via a women's health mobile van. Services provided include, breast and gynecological exams, blood pressure, cholesterol, diabetes, and cervical cancer screenings.
3. Objectives & Expected Outcomes of Award:
 - a. Program Objectives: With the grant funds from the Los Angeles Branch of the American Medical Women's Association, between 15 and 30 women will be seen at each mobile clinic site. Women will be screened for the above mentioned preventive services and all results will be evaluated by an Office of Women's Health physician and all abnormal findings will be evaluated and appointments made for follow-up.
 - b. Expected Outcomes: To provide preventive screenings to an additional 250 of women and for all those with morbidity, ensure an additional follow-up appointment.
4. Amount of Award: \$25,000.00 payable as follows:

Grant payments will be made at an amount equal to the County's actual cost of conducting mobile health screenings, over and above the base-line salaries of the Office of Women's Health staff that are working on the van, up to a maximum of \$25,000.00. These costs include, the driver, clinicians, nurses, multi-lingual operator salaries (if on the weekend), phlebotomist, etc. Attachment A provides the Mobile Health Screening Services Project line item budget details for the approximate minimum and maximum expenses per event for the mobile health van.
5. Term of Award: Grant funds are to be applied to expenses incurred for the period from October 1, 2003 through December 31, 2003, and can be extended with agreement from both parties for an additional six months through June 30, 2004.
6. Conditions of Award: Monthly Reports of mobile health screening services and monthly invoices on the costs incurred for the LA-AMWA events for the month.
7. Other Conditions of Award:
 - A. Identification of The Los Angeles Branch of the American Medical Women's Association. Grantee shall ensure that the

Los Angeles Branch of the American Medical Women's Association is clearly identified as a support organization on all published material relating to the subject matter of the award.

B. Volunteer relationship established. The Los Angeles Branch of the American Medical Women's Association will participate on the mobile health van in an educational capacity, providing health education or on occasion as the physician providing services. When providing medical services, it will be clear that all medical licenses, malpractice insurance, and application will be on file prior to services being provided. Office of Women's Health staff will apply the same accreditation process as all volunteer providers.

C. Expenditure of Funds. Grantee shall expend the funds only for charitable purposes, as described in the Purpose of Grant Award. Any funds not expended in accordance with the terms of the grant must be returned to the Los Angeles Branch of the American Medical Women's Association within thirty (30) days following the grant's termination date. Grantee may not use any of its grant dollars for purposes other than those stated in the Purpose of Grant Award and in Internal Revenue Code Section 4945(1) through (5), inclusive, more particularly as follows:

1. To carry on propaganda or otherwise to attempt to influence legislation;
2. To influence the outcome of or participate in any public election or to carry on, directly or indirectly, any voter registration drive;
3. To regrant an organization unless such organization is described in Internal Revenue Code Section 509(a)(1) through (3), inclusive, or is an exempt operating foundation as defined in Section 4940 (d)(2);
4. For purposes other than those which are religious, charitable, scientific, literary, or educational within the meaning of Section 170©(2)(B) of the Internal Revenue Code; or
5. For purposes other than those stated in the Purpose of grant Award.

D. Return of Funds. Grantee shall return to the Los Angeles Branch of the American Medical Women's Association any unexpended funds granted under the following conditions:

1. If the Los Angeles Branch of the American Medical Women's Association, in its sole discretion, determine the Grantee has not performed in accordance with this Commitment and/or the Grantee's grant program or budget as approved by the

Los Angeles Branch of the American Medical Women's Association;
or

2. Any portion of the funding not used for grant purposes.

E. Budgets. Expenditures of grant funds must be only for line items specified in the approved grant budget. Advance written approval by the Los Angeles Branch of the American Medical Women's Association must be received by the Grantee for disbursements deviating from the line items of the approved budget.

F. No Further Obligations by the Los Angeles Branch of the American Medical Women's Association. This grant is made with the understanding that the Los Angeles Branch of the American Medical Women's Association has no obligation to provide other or additional support or grants to the Grantee.

G. Licensing and Credentials. Grantee hereby agrees to maintain, in full force and effect, all required governmental or professional licenses and credentials for itself, its facilities, and for its employees and all other persons engaged in work in conjunction with this award.

H. Management and Organizational Changes. Grantee agrees to provide immediate written notice to the Los Angeles Branch of the American Medical Women's Association if significant changes or events occur during the term of this award which could potentially impact the progress or outcome of the grant, including, without, limitation, changes in Grantee's management personnel or losses of funding.

COUNTY OF LOS ANGELES

By _____
Director of Health Services

Date

LOS ANGELES BRANCH OF THE AMERICAN MEDICAL WOMEN'S ASSOCIATION

By _____
Title

Date

LA BRANCH OF THE AMERICAN MEDICAL WOMEN'S ASSOCIATION AND THE LOS ANGELES COUNTY OFFICE OF WOMEN'S HEALTH
AGREEMENT

	Estimated Daily Hours	Daily Rate Average
Personnel*		
Driver	9.5	\$ 275.88
Nurse Practitioner/Midwife/MD	8	\$ 505.52
Registered Nurse	8	\$ 361.96
Phlebotomist	8	\$ 231.48
Multi-lingual Intake Clerks (2 per van)	8	\$ 447.68
Personnel Subtotal		\$ 1,822.52
Operations and Supplies		
		Daily Rate Average
LAB FEES (Fee includes Hemoglobin A1C and Direct LDL for 10 - 30 patients, cost per patient \$7.64)		\$ 152.80
Van maintenance gas, cleaning, butane		\$ 103.00
Van Equipment/Supplies		\$ 65.50
Operations and Supplies Subtotal		\$ 321.30
GRAND TOTAL		\$ 2,143.82

*Staffing patterns are subject to change